

**Subject:** Fee/Mitigation Notice for Tree Removal Permit  
**From:** Martha Yniguez <[martha.yniguez@lacity.org](mailto:martha.yniguez@lacity.org)>  
**Date:** 05/19/2014 09:43 AM  
**To:** [duckworth.donald@gmail.com](mailto:duckworth.donald@gmail.com)

Good Morning,

Attached is the fee/mitigation notice for the tree removal permit.

If a fee is due, please make the check to the City of Los Angeles. You may mail or bring your payment with the attached signed form to:

Bureau of Street Services  
Urban Forestry Division  
1149 S. Broadway, 4th Floor  
Los Angeles, CA 90015

If you are required to deliver trees to the City, please follow the delivery instructions on the notice. You shall be issued a tree delivery receipt at the City nursery. You may mail or email a copy of the receipt to me with the attached signed notice.

Your tree removal permit shall be issued upon completion of the requirements listed on the notice and receipt of the signed notice.

Please let me know if need my assistance.

Sincerely,  
Martha

--  
**Martha Yniguez**  
Urban Forestry Division  
Bureau of Street Services  
(213) 847-3077

**[Want to make a service request or need a tree permit?](#)**  
Call (800) 996-2489 or visit <http://bss.lacity.org/>.

Visit <http://bsspermits.lacity.org/treepruner> if you need a tree prune permit immediately.

—Attachments:—————

6602-6627 Melrose Av - Fee-Mitigation Notice.pdf

15.3 KB